

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Administrative Office	(2) MEETING DATE 1/14/2014	(3) CONTACT/PHONE Dan Buckshi County Administrative Officer 781-5011	
(4) SUBJECT Request to approve an employment agreement with James Bergman as the Planning and Building Director. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve the attached Employment Agreement with James Bergman to serve as the County's Director of Planning and Building.			
(6) FUNDING SOURCE(S) Fund Center 142 – Planning and Building	(7) CURRENT YEAR FINANCIAL IMPACT Approx. \$54,910  \$94,000 in salary savings due to the extended vacancy.	(8) ANNUAL FINANCIAL IMPACT \$125,507 salary only	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____ ) <input type="checkbox"/> Board Business (Time Est. ____ )			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW  This item was prepared by the Administrative Office.			
(18) SUPERVISOR DISTRICT(S)  All Districts -			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Administrative Office / Dan Buckshi  
County Administrative Officer

DATE: 1/14/2014

SUBJECT: Request to approve an employment agreement with James Bergman as the Planning and Building Director. All Districts.

## **RECOMMENDATION**

It is recommended that the Board approve the attached Employment Agreement with James Bergman to serve as the County's Director of Planning and Building.

## **DISCUSSION**

In the spring of 2013, the County initiated a recruitment process for the Director of Planning and Building, which attracted a total of 46 applicants. After extensive review of applicants, which included work sample and essay submissions, candidate presentations as well as interviews with County staff and community stakeholders, the Board of Supervisors interviewed the top candidates for this position during their July 12, 2013 closed session. Following these interviews, the Board directed the Human Resources Department to extend the search to identify additional qualified and interested candidates for this position. The firm hired to assist the County in this recruitment expanded their search for suitable candidates. Twenty seven new, qualified candidates were recommended to the County for consideration by the firm hired to accomplish this recruitment. The top candidates from this second group also went through an extensive interview process that involved presentations and interviews with County staff and community stakeholders. The Board held final interviews with the top candidates during their December 2, 2013 closed session.

Mr. Bergman comes to the County with significant experience and background in Planning and Building. He earned his master's degree in City and Regional Planning from Cal Poly in 2003, where he graduated with Distinction. He worked for the City of Arroyo Grande Community Development department for eight years, holding several progressively responsible positions including Associate Planner and Planning Manager. In 2011, he was appointed as the Planning and Building Director for the Town of Windsor in Sonoma County. In 2013, he took on additional responsibilities for economic development within the Town of Windsor and his position was elevated to Community Development Director.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

County Counsel has reviewed and approved the agreement as to legal form and effect. Representatives from various County departments, as well as community stakeholders, also participated in the recruitment and selection process.

## **FINANCIAL CONSIDERATIONS**

The salary range for the Director of Planning and Building is \$125,508 - \$152,568. Mr. Bergman will start at first step of the salary range which equates to approximately \$10,459 per month (\$125,508 for the year). Mr. Bergman will receive the standard benefit package for appointed department heads. The total compensation, including salary and benefits will

be approximately \$200,980. Sufficient funds exist in the Planning and Building Department budget to cover these expenses. The department estimates that almost \$94,000 in salary savings have been realized in the current year due to the vacancy of this position.

## **RESULTS**

The appointment of James Bergman to the position of Director of Planning and Building fills an important vacancy with a highly qualified individual.

## **ATTACHMENTS**

1. Employment Agreement